

THE CATHOLIC SCHOOLS OF THE DIOCESE OF SYRACUSE

TERMS AND CONDITIONS FOR ACCEPTABLE USE OF THE INTERNET BY STUDENTS

The Church views emerging technologies as gifts of the Spirit to this age and challenges "God's faithful people to make creative use of the new discoveries and technologies." (*Aetatis Novae*, #2). Developments in communications technology present new possibilities and challenges for the mission of the Church and Catholic Education.

The Catholic Schools of the Diocese of Syracuse recognize that as telecommunications and other new technologies shift the ways that information may be accessed, processed, communicated and transferred by members of society, those changes may also alter instruction and student learning. The Catholic Schools of the Diocese of Syracuse support access by students to rich information resources along with the development by staff of appropriate skills to analyze and evaluate such resources.

In addition, educational technologies must be used, both by Catholic educators and students, in a manner that is educationally appropriate and consistent with standards of electronic ethics and copyright laws.

1. Student use of the Internet on school computer hardware on school premises, or through School obtained accounts, both on-site and through remote connections, is governed by the policies of the Catholic Schools of the Diocese of Syracuse and the local school regulations.
2. Student use of the Internet is also governed by principles of electronic ethical use and current laws governing copyrighted materials, etc. Each user is responsible for all material sent and received under their user account.
3. The use of Internet accounts is a privilege and may be revoked by the principal, Internet coordinator, teacher, or Internet provider at any time for violations of policies.
4. All telecommunications access on school computers is limited to school-obtained accounts and is restricted to educational business and school related projects. Personal accounts on commercial services or other Internet providers may not be used in school. The teacher, Internet coordinator or network administrator must supervise student use.
5. The student and parent/guardian must sign an Agreement for Internet Access by Students before student use will be granted. This form must be kept on file and renewed annually.
6. Computers, including all information, programs, software and use privileges, belong solely to the school and are subject to review and inspection at any time without suspicion or cause. The school reserves the right to inspect, copy and/or delete all files and records on school computers or accessed through school accounts.
7. Privacy is to be insured at all times. Students may not reveal their personal address or phone numbers or those of others. All communications and information accessible via the network should be assumed to be public property.
8. Account holders/users are responsible to safeguard passwords and access protocols, and insure their account is protected from unauthorized access. Account holders will be held accountable for all activity logged on their account, regardless if they were personally the user. All users are required to adhere to the following password controls:

- a. Passwords shall be non-meaningful terms. Passwords should not be of a common nature such as last name, street name, etc.
 - b. Passwords should not be displayed, divulged, accessible or shared. If there is reason to believe that a password has become known, it should be changed immediately.
 - c. Passwords should never be written down, attached to the terminal, placed under the keyboard, or any other insecure place.
 - d. Account holders should notify their teacher-sponsor or the teacher of the class if unauthorized access to their account is detected or suspected.

9. Student use of the Internet is governed by the student behavior code as included in the school's handbook and the policy of the Catholic Schools of the Diocese of Syracuse as included in the Diocesan Policy Handbook, and current state and federal laws. Access is a privilege, not a right. Access entails responsibility. Inappropriate computer behavior/use includes, but is not limited to the following:
 - a. Sending or displaying offensive messages, pictures, or unlawful information on the Internet;
 - b. Using impolite, abusive, or otherwise objectionable language in either public or private;
 - c. Harassing, insulting or attacking others;
 - d. Damaging computers, computer systems or computer networks;
 - e. Violating copyright laws;
 - f. Unauthorized access ("hacking") and trespassing in others' folders, work, or files;
 - g. Intentionally wasting limited resources; or
 - h. Employing the network for commercial purposes or in ways that violate federal, state, or local laws or statutes.

10. Consequences of inappropriate computer use shall be:
 - a. In accord with the minimum and maximum penalties as listed for the Violation of the Technology Policy in the school's handbook. In addition, a student may lose computer privileges for a period of time. A student reinstated under this provision must be supervised at all times.
 - b. For major infractions, or at the discretion of the principal in discussion with the teacher, student computer privileges may be revoked for the remainder of the academic year.
 - c. Notification to parents of a student's inappropriate computer use may be made at any time.
 - d. When applicable, law enforcement agencies may be involved.

11. Users of the Catholic Schools of the Diocese of Syracuse's computer network are responsible for their own behavior and shall comply with all appropriate standards of conduct. The Catholic Schools of the Diocese of Syracuse reserve the right to access all files and monitor all uses of its computer technology equipment at its own discretion so as to establish and maintain an assurance that such equipment is not being used inappropriately. Subject to the restrictions of applicable law, the Catholic Schools of the Diocese of Syracuse also reserve the right to disclose content from a computer that utilizes the Catholic Schools' computer network. Thus, users of the Catholic Schools' computer equipment shall have no expectation of privacy with respect to such use.

12. The content of the web pages that are accessed via the servers of the Catholic Schools of the Diocese of Syracuse may be monitored, at any time, by Catholic Schools officials or their agents, and may be either deleted or modified as said officials or agents may, in their sole discretion, deem appropriate.

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AGREEMENT FOR INTERNET ACCESS BY STUDENTS

1. I have read the annexed document entitled “TERMS AND CONDITIONS FOR ACCEPTABLE USE OF THE INTERNET BY STUDENTS” (hereafter, the “TERMS AND CONDITIONS”).
2. I understand and agree to abide by the TERMS AND CONDITIONS. I understand and accept that I will be held accountable for consequences of any violation of the TERMS AND CONDITIONS in accordance with the provisions stated in that document.
3. I understand that any access to the Internet, whether in school or through remote connections, is provided to me solely for educational purposes.
4. As a user of the Catholic School network, I agree to comply with all applicable rules of the Catholic Schools of the Diocese of Syracuse and with all state and federal laws and restrictions and to communicate over the network in a responsible manner.

Student's Name _____

Student's Signature _____

Address: _____

City, State, Zip: _____

As the parent/guardian of the above student, I grant permission for my daughter or son to access networked computer services such as electronic mail and the Internet. I understand that my child may be held liable for violations of the TERMS AND CONDITIONS and/or applicable laws. I also understand that some materials on the Internet may be objectionable, but I accept responsibility to provide guidance regarding Internet use and to set and convey standards for my daughter or son to follow when selecting, sharing, or exploring information and media. As parent/guardian, I agree to discuss the appropriate use of electronic media with my child and to insure that she or he understands the TERMS AND CONDITIONS. I also understand and accept that my child's access to the Internet through facilities at the Catholic Schools of the Diocese of Syracuse may be summarily revoked in the event of a breach of the TERMS AND CONDITIONS.

Parent/Guardian: _____

Parent/Guardian Signature: _____

Date: _____